

## MEMORANDUM

**TO:** ELSR Commission Members

**DATE:** November 5, 2004

**FROM:** Dr. Suellen Reed, Co-Chair  
Mary Downs, Co-Chair

**RE:** Tuesday, November 16, 2004 ELSR Commission Meeting

During the October meeting, Commission members continued to work in one of four group areas: (1) full-day Kindergarten for all children; (2) improve quality and coordination of early education and school readiness services including child care, preschool, family support services and programs; (3) make sure every child has access to high quality programs that help prepare them for school; or (4) ensure that parents acquire the skills and knowledge needed to be successful as their child's first teacher. By this date, you should have received either through email or the mail system the second compilation of the latest work of each group. If you do not have this information, please contact either Ted Maple or Kathy Politz.

At the November meeting, Commission members will remain in their same focus area groups and refine the recommendations drafted during the previous meeting based on prioritized barriers and strategies. Since our last meeting, any reactions from other Commission members as well as your own reflections will be embedded in the discussions and the work of the group. The work of the November and December meetings will continue to push and support focus groups in finalizing the detail necessary to make thorough and explicit recommendations for the initial report.

Again, if you plan to again park in the Senate Avenue garage, be sure to have your parking letter with you. You do need to enter the garage from the New York Street side (between West Street and Senate Avenue). Keep in mind that New York is one way going east.

Please find attached the minutes from the October 21<sup>st</sup> meeting and the agenda for the November meeting.

We will once again meet in Conference Room B of the Indiana Government Center South from 1:30 p.m. - 3:30 p.m. Should you have any questions or find you are unable to attend this meeting, please contact Kathy Politz 317-232-9154 / [kpoltiz@doe.state.in.us](mailto:kpoltiz@doe.state.in.us) or Ted Maple 317-464-4400 X 17 / [tedm@che.state.in.us](mailto:tedm@che.state.in.us) .